

21 JAN 1982

DDS&amp;T-288-82

MEMORANDUM FOR: Director of Research and Development  
Director of Development and Engineering  
Director of Technical Service  
Director of SIGINT Operations  
Director, National Photographic Interpretation Center  
Director, Foreign Broadcast Information Service

FROM: Leslie C. Dirks  
Deputy Director for Science and Technology

SUBJECT: Engineering Seminar on Program Management  
17-19 February 1982 [ ]

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1. The ninth running of the Engineering Seminar on Program Management will be held from 17-19 February 1982 at [ ] This three-day course will consist of approximately 15 one-hour sessions, nine of which will be lectures keyed to the provided syllabus and the balance for case studies, panel presentations, and discussions. Each of the lecture sessions will have a specific topic with key guidelines provided; these guidelines will be the basis for a final test to determine accountability. Discussions will be centered around case studies of both on-going projects and completed contracts in which the positions of both Government and industry will be presented. Attendees are required to complete a course critique. An agenda is attached for your information. [ ]

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2. We are also providing, for your information, an attachment listing those personnel throughout the directorate who have attended past runnings of the course. This data may be helpful to you in the selection process of the candidates requested herein. [ ]

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3. Please provide, by COB 3 February 1982, not less than eight (8) candidates for the February running of the subject seminar. I will advise you of those selected and have provided the appropriate course documentation concurrent with such notification. [ ]

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Leslie C. Dirks

Attachments: As Stated

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